

# GUIDE



## *Annual Report to the Community 2006*



*Enriching Lives... Empowering Families...  
Enhancing Communities... Embracing Diversity*

GUIDE Program, Inc.  
8643 Cherry Lane, Laurel, Maryland 20707  
Phone: (301) 549-3602; Fax: (301) 549-3605  
E-mail: [Information@GuideProgram.org](mailto:Information@GuideProgram.org)  
Website: [www.GuideProgram.org](http://www.GuideProgram.org)

## ***Looking Back and Looking Ahead: Some thoughts from GUIDE's Executive Director***

Looking back over 2006 and thinking about the new year, I'm very encouraged as well as excited about GUIDE's future. I'm particularly encouraged by the successes that have been achieved this past year by many of our program participants and staff. For example, several of the young men from our therapeutic group homes and transitional age youth program were singled out for special awards; students attending our structured shelter school demonstrated significant academic achievements; staff of our Independence Program were recognized by Prince George's County; and, Michael Jones, one of our Directors of Operations, was re-elected to a second term as President of the Maryland Association of Resources for Families and Youth (MARFY). Through innovative business partnerships with Mosaic Community Services, Inc. and the Family Services Agency, Inc., GUIDE is providing mental health services to its clients in creative and nontraditional ways. A new partnership involving faith communities, volunteers, the public schools, and the Montgomery County government will allow GUIDE to serve youth who have been suspended from school. We continue to make special efforts to creatively meet the needs of an increasingly multicultural and diverse region through youth center programs and outreach activities. A sizeable HUD grant will allow GUIDE to move forward with its third Section 811 housing project in Prince George's County, doubling our group home capacity there. Seed funding from the Weissberg Foundation should spur us forward with our new fund development plans.



As always, I'm also particularly encouraged by the high level of dedication and support that our organization receives from its Board of Directors. I'm excited about working together with our new Board Chair, Maureen Mann-Ritz, a long-time friend and ally of our agency. Our Board development initiative continues to be an important focus, and our Executive and Finance Committee has been exceptionally active over this past year, providing particular support and guidance to management. The committee has undertaken a number of initiatives to further strengthen GUIDE's corporate governance and accountability.

GUIDE's services are also bolstered by an array of wonderfully generous community volunteers, interns, donors, and supporters, without whose selfless initiatives and efforts we would fall far short of our goals. We do rely heavily on the support of our many friends and colleagues in the wider community as well as our public sector partners and sponsoring organizations. We so very much appreciate all of your continuing fidelity and dedication to GUIDE's mission and our work together.

Scott K. Birdsong, LCSW-C  
Executive Director / President

### ***Mission Statement***

In collaboration with community service organizations, private citizens, government officials, and other health and social service providers, GUIDE seeks to help cultivate healthy and safe communities through its provision of high quality mental health, juvenile justice, substance abuse, and social service programs serving children, adolescents, adults, and families.

### ***Our vision includes . . .***

***Enriching Lives*** through programs that develop and enhance individual responsibility, leadership, and academic achievement; improve lives, resolve personal problems, and develop resistance and resilience skills; and provide opportunities to meet the challenges presented by mental health disabilities, school, and work.

***Empowering Families*** through programs that increase family communication; reduce family conflict and the risk of violence; help families to reincorporate children who are returning and/or being diverted from out-of-home placements; and, support families in managing challenges presented by children.

***Enhancing Communities*** through programs that reduce the need for incarceration; offer community living opportunities as an alternative to psychiatric hospitalization and homelessness; provide opportunities for community service and achievement; and, provide supportive, safe, and therapeutic living environments.

***Embracing Diversity*** through our commitment to meet the needs of the culturally and racially diverse communities that we serve, with staff who are representative of and sensitive to the cultural values, languages, practices, and beliefs of clients, consumers, and their families.

## ***Our Services and Programs***

GUIDE provides an array of services for at-risk children, adolescents, young adults, and their families, and for adults with psychiatric disabilities, in community settings, community-based group homes and residential services, and supported independent living environments. GUIDE operates programs in the areas of prevention, early intervention, and diagnostic assessment, as well as treatment and rehabilitation.

### ***Residential Programs***

#### ***Residential and Community Psychiatric Programs for Transitional Age Youth and Adults***

GUIDE's Independence Program provides psychiatric rehabilitation services to adults and transitional age youth with psychiatric disabilities at sites in Prince George's and Montgomery Counties. Supervised community housing is available in both group home and apartment venues, and education and training are provided to program participants in activities of daily living, self care, medication management, and employment or job readiness skills. A supported employment service is offered. GUIDE provides transportation and recreational and social activities. Counseling and family involvement are encouraged, and collaboration is maintained with clinic, employment, and day program service providers with whom consumers may also be involved.

#### ***Catonville Structured Shelter***

For more than 23 years, GUIDE has operated a short-term structured shelter program for youth involved in the juvenile justice system. Located in Baltimore County, this program provides a short-term, community-based, structured environment. Around-the-clock supervision and guidance are provided, and youth receive substance abuse screening and educational assessments. The shelter's school provides educational services through a state approved short-term educational program. Shelter activities are based on a philosophy of balanced and restorative justice. Staff collaborate with the Department of Juvenile Services to facilitate each youth's long-term placement or return to his family.



**Residents at GUIDE's Marywood Group Home build gingerbread houses in a holiday recreation activity.**

#### ***Therapeutic Group Homes for Youth***

GUIDE operates two therapeutic group homes for youth (one in Prince George's County and one in Baltimore City), providing around-the-clock supervision, therapy and guidance. Youth participate in chores and other household activities, get involved in community service projects, attend school, and take part in recreational and cultural activities. As needed, medical evaluation and care are provided, and youth receive personal and family counseling. Some youth are able to obtain part-time jobs and otherwise contribute to neighborhood and community activities.

### ***Non-Residential Programs***

#### ***Youth Service Centers***

Prevention, early intervention, and treatment services are available to youth and families through GUIDE's three Youth Service Centers (YSCs) located in Gaithersburg, Germantown, and Olney. YSCs offer drug and alcohol awareness education; psychoeducational groups in area schools; youth and family counseling; crisis intervention, information, and referral; tutoring; and community outreach. The YSCs' school-based *social services* provide case management as well as psychoeducational and literacy programming to families in area public schools. Similarly, and in collaboration with the Family Services Agency, Inc., the YSCs' school-based *mental health services* provide diagnostic assessment and treatment to at-risk students and their families. Within these school-based services, special efforts are made to provide outreach and advocacy-based services to those new to this country. Most of the YSCs' school and community-based sites have Spanish-speaking staff available for youth or family members for whom English is a second language.

#### ***Specialized Juvenile Justice Clinical Intervention***

GUIDE's Intensive Intervention Program in Montgomery County provides counseling and outreach services to children, youth, and families who are referred through the local juvenile justice agency. Mental health and substance abuse interventions are provided, including therapy, psychoeducational classes, problem solving, and character-building activities in group, individual, and family formats. In Prince George's County, specialized intensive aftercare family intervention services are provided in collaboration with local juvenile justice authorities. GUIDE also provides a part-time clinical psychologist to the Cheltenham Youth Center.

#### ***The SHARP Suspension Program***

In collaboration with faith communities, which host the program sites, community and church volunteers, the public school system, and the Montgomery County Government, SHARP offers academic and emotional support in safe, supervised environments to students who have been suspended from school. The program's goals include helping participants stay current with school work, guiding them in evaluating their choices, and preparing students to return to the regular school environment.

## *From the 2006 GUIDE News Desk*



New chair Maureen Mann-Ritz, right, leads the March board meeting.

### **Agency Recognition and Awards:**

The GUIDE Independence Program was honored by Prince George's County's Department of Family Services with the "Outstanding Residential Rehabilitation Program Award," at the Twelfth Annual Mental Health Provider Appreciation Luncheon on Thursday, May 18, 2006.

GUIDE Youth Services was recognized during last year's holiday season for its "exemplary participation" in the City of Gaithersburg's Holiday Giving Program.

The Mexican Embassy and Planned Parenthood of Metropolitan Washington, Inc., recognized the youth service programs for participation in the first ever "Sandungueo para la Salud Juvenil Latina" (Latino Youth Health Fair).

### **New Programs and Grant Awards:**

GUIDE is honored to have been selected by the Montgomery County Department of Health and Human Services to provide management for the SHARP Suspension Program. In collaboration with churches who host the program, community and church volunteers, and the public schools, SHARP offers academic and emotional support to students who have been suspended from regular school attendance.

In October GUIDE was notified of a \$916,900 housing development grant award from the US Department of Housing and Urban Development for the Nashville Homes Project. The grant will fund the development of two group homes providing housing and rehabilitation services to a total of 12 adults with psychiatric disabilities residing in GUIDE's Prince George's County Independence Program. This will be GUIDE's third HUD Section 811 development project in the county. GUIDE was one of only three organizations selected for similar HUD support during this year's funding cycle in the region.



The Nashville Hill house, now home to six residents, will be fully renovated in FY 2008.

In December, GUIDE was notified of a two-year \$10,000 grant award from the Weissberg Foundation to help seed the agency's development office. The board and officers have undertaken a fund development initiative with the ultimate goal of establishing a fully self-sustaining development program.

### **Senior Staff Provide Leadership in the Community During 2006:**

Scott Birdsong, GUIDE's President and Executive Director, serves on the Board of Directors of both the Community Behavioral Health Association of Maryland and the Human Services Coalition of Prince George's County, for which he serves as Treasurer.

Michael Jones, Director of Operations for Residential and Mental Health Programs, and Secretary, has continued to serve on the Board of Directors of MARFY, and has been elected to serve a second consecutive term as its President.

Karla Hoffman, Director of Operations for Prevention, Intervention, and Treatment Programs, and Vice President, has continued to represent GUIDE on various Montgomery County provider councils and system-wide collaborations.

Monica Martin, Area Director for School and Community-Based Mental Health and Social Services, continued to play an active role in the Maryland Association of Youth Service Bureaus as well as Montgomery County advisory committees related to Latino affairs.

## Client and Staff Recognition and Awards:



Justin T. and Mr. Tory celebrate their MARFY honors with friends and family.

GUIDE's Barrington Road Group Home in Baltimore City nominated Justin T. for his special achievements at the Annual MARFY Awards Banquet. Justin graduated from GUIDE earlier in the year after making great strides by achieving his personal goals and meeting program benchmarks. Justin emerged as a peer leader in the program, and has served as a peer mentor in the community. All youth honored by MARFY were awarded a trophy and a \$100 gift certificate.

GUIDE also nominated Mr. Toriano Warren as the "MARFY Childcare Worker of the Year." "Mr. Tory" has been employed with GUIDE since the opening of the Barrington Road Home in 2002, and routinely provides evening and weekend shift coverage for youth. Mr. Tory brings to his work a love for the job and genuine concern for the children in GUIDE's care.



This TAY program participant recently graduated from high school.

GUIDE's Transitional Age Youth Program (TAY) had two exceptional young men graduate from high school this year with both receiving significant awards. One young man was honored at his senior banquet for "overcoming severe adversity and for his perseverance and personal growth"; the second received a scholarship for his "outstanding commitment to school and work during his last two years of high school."

## Consumers and Customers Speak Out

"Thanks for showing me the right way to live... You are the truth and I love you for that." (Therapeutic Group Home graduate writing from basic training, US Army)

"Offering services to teenagers in my situation definitely brought hope. My situation was very difficult without my parents knowing." (YSC participant)

"[The GUIDE counselor] has been an invaluable support to my daughter and... [me] throughout our sessions. [She] is extremely intuitive and right on about many of the issues we presented. She is exceptionally good with children and has a way with making them feel at ease and comfortable. I would highly recommend [her] to anyone dealing with child/family issues." (Parent participating in YSC counseling)

"My son has never transitioned so well into a program as he has with GUIDE. Thank you for making his apartment feel like home." (Parent of TAY program participant)

"Just do the right thing, and remember all the good times we had here, what you learned, and you will do all right." (Former Therapeutic Group Home resident returning to visit friends)

"I want to thank you from the bottom of my heart for bringing my family together. Thank you." (Parent participating in YSC counseling)

"The Supported Employment Program was very enthusiastic. It gave me a chance to buy a few things and make some money." (Independence Program consumer)

"The GUIDE... [Independence] Program provided me... a chance to find my way back into the community to live a very industrious life doing things up to my own ability such as working, paying bills, ... plus the staff at GUIDE worked with me in a very professional manner that made me want to keep escalating my ability. Thank you GUIDE." (Supported housing participant, GUIDE Independence Program)

"I would like to restate my gratitude to everyone who has helped me through this process. I specifically thank... [my counselor] for helping me emotionally through the last eight months. I know everyone has worked hard on my case, and written a lot, and spoken on my behalf. [My counselor] has helped me maintain my positive attitude throughout." (Intensive Intervention Program juvenile justice youth)

"I am grateful that my husband can receive assistance through the GUIDE Program and live at his private residence. Thank you for all you do." (Wife of Independence supported housing consumer)

"FIS is a true asset to IAP. They help bring together the pieces of a 1,000 piece jigsaw puzzle." (Juvenile Justice Aftercare Staff)

## A Snapshot of Our Agency's Participants

### Numbers of Participants Served in Fiscal Year 2006 Including Primary Clients and Family Members

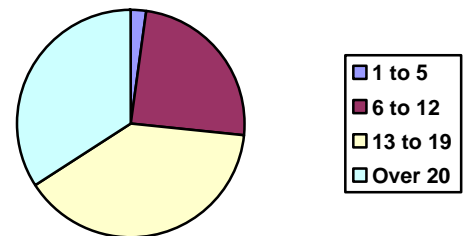
#### Community Based Non Residential Services

After Hours Juvenile Justice Intake Services	312
Cheltenham Youth Center Psychological Services	59
Juvenile Justice Intensive Aftercare/Family Intervention Services	126
Juvenile Justice Intensive Intervention Program	277
Youth Service Centers—(Gaithersburg, Olney, Germantown)	
—Community-Based Prevention and Early Intervention Programs	1,211
—School-Based Mental Health and Social Services Programs	1,015

#### Community Based Residential Services

Independence Program	
—Psychiatric Residential Rehabilitation Program	68
—Transitional Age Youth Residential Rehabilitation Program	16
Juvenile Justice Structured Shelter Home for Boys	116
Therapeutic Group Homes	
—Prince George's County (Oak Lane)	23
—Baltimore City (Barrington Road)	26
<b>Total</b>	<b>3,249</b>

### Clients Served by Age Group



During FY 2006 GUIDE provided direct services to 3,249 individuals including 2,100 (65%) primary clients and 1,149 (35%) family members through 11 different non residential programs (*servicing 89% of all primary clients*) and residential programs (*servicing 11% of all primary clients*) located in Baltimore, Montgomery, and Prince George's Counties, and Baltimore City. Primary clients included 2,016 (96%) at-risk children and adolescents and 84 (4%) adults.

## A Sample of Results Achieved in FY 2006

**Students improve their academics.** Eighty percent of Therapeutic Group Home clients at Oak Lane significantly improved their school grades with help from a new tutoring service, and all of the youth ending the school year at the Barrington Road Group Home were promoted to the next grade. Of youth attending the Catonsville Structured Shelter's in-house school long enough to be pre- and post-tested, 76.5% demonstrated improvement in reading, math, and/or spelling. All of the high school seniors in the Montgomery County Independence TAY program graduated from school.

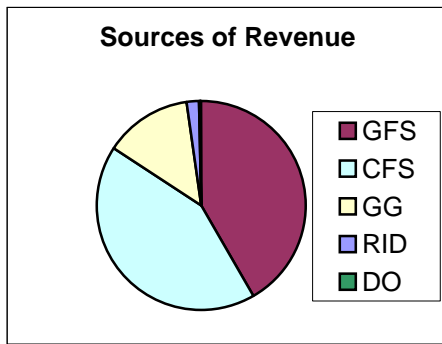
**Participants succeed in and contribute to their communities.** In the Intensive Intervention Program in Montgomery County, 93% of participants were able to remain in their own homes and communities. Similarly, 98% of Prince George's County Independence Program residents were able to live in the community without need for rehospitalization. Three youth at Oak Lane found part-time work; and in the Independence Program, 72% of supported employment participants found or maintained employment, 93% of supported housing clients were employed, and the remaining 7% were involved in vocational training. In Montgomery County, 100% of TAY residents participated in meaningful daytime activities (work, school, and/or volunteer service learning). Also, Catonsville shelter residents contributed 2,932 hours of volunteer service to the community.

**Youth involved in the juvenile justice system are less likely to reoffend.** No youth at the Barrington Road Group Home re-offended while in the program. Youth at the Catonsville shelter for at least 30 days showed improvement in victim awareness (79.8%), anger management (61%), and violence prevention (72%).

**Clients progress toward personal goals.** Of all clients exiting the Montgomery County TAY program, 80% achieved their goals of independent living and were discharged successfully from the program. Ninety-two percent of parents surveyed in GUIDE Youth Services' community-based counseling programs reported improvement as "good" or "excellent" for the problem or situation that brought them to GUIDE; 84% of youth participants achieved their own identified goals. In semi-annual, point-in-time surveys across all evaluated criteria, of responding youth who participated in GUIDE's juvenile justice Family Intervention Service in Prince George's County, 83% rated the services received and progress made in the two most positive response categories available out of five.

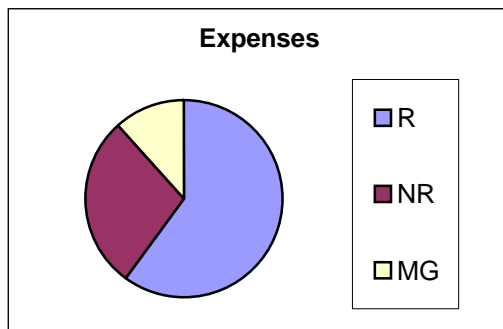
## Finances and the Fiscal Picture

Our FY 2006 revenues showed an 11% increase in comparison to the last fiscal year. Expenses increased by about 14.5% percent. Revenues and expenses have been taken from the audited, consolidated financial statements for GUIDE Program, Inc. and its affiliates, GUIDE Trexler House, Inc. and GUIDE Marywood House, Inc.



### Sources of Revenue:

1. Government Fees for Services (GFS)	\$2,575,069
2. Client Fees for Services (CFS)	\$2,638,980
3. Government Grants (GG)	\$841,112
4. Rental Income & Interest/Dividends (RID)	\$122,435
5. Donations/Other (DO)	\$14,288
<b>Total</b>	<b>\$6,191,884</b>



### Expenses:

1. Residential Community Services (R)	\$3,634,736
2. Non-Residential Comm. Services (NR)	\$1,709,375
3. Management & General (MG)	\$713,223
<b>Total</b>	<b>\$6,057,334</b>

Net assets at the end of FY 2006 were **\$2,133,193**, which represented a 7% increase in financial position relative to the end of FY 2005. As a nonprofit, retained earnings in some years are important in that they provide support to under-funded critical programs, necessary operating capital, and an investment resource for new program and facility development. Surpluses in FY 2006 will, among other things, provide for new program development, various program enhancements, and help to seed the agency's fund development plan in FY 2007 and future years.

## Financial and Tax Statements

The consolidated financial statements for FY 2006 for GUIDE Program, Inc., GUIDE Trexler House, Inc., and GUIDE Marywood House, Inc. were audited by the independent accounting firm of Chapin, Owen, and Sandstrom, P.A. Copies of audited financial statements for the fiscal year ending 6/30/06 are available upon request, as are copies of the organizations' Forms 990 submitted to the United States Internal Revenue Service.

## 2006 Major Financial Gifts

Voluntary contributions of time, money, and materials from individuals, corporations, and foundations assist GUIDE tremendously in its mission. GUIDE extends a heart-felt thank you to all of our supporters, including those who gave \$500 or more to the work of the GUIDE Program in 2006:

Ursula Carlton  
 Findley Friends & Family  
 Good Shepherd Lutheran Church of Gaithersburg  
 Kaiser Permanente Health Plan of the Mid-Atlantic  
 Connie Mulloy  
 Reda Sheinberg & HP Employee Charitable Giving Program  
 Mr. & Ms. Barry Rowe / Rowe Communications, Inc.  
 The Weissberg Foundation  
 Richard and Jewell Wunderlich

## In-Kind Contributors

In-kind donations of goods, services, equipment, and materials valued at \$500 or more were also received from: The City of Gaithersburg; Antonio Freeman, Retired from NFL; Leonard Gordon, DDS, Gaithersburg; Home Depot, E/W Hwy., Hyattsville; Kentucky Fried Chicken, Montgomery Rd., Ellicott City & National Pike, Baltimore; Lehman Brothers, Inc., New York; Mr. & Ms. Timothy Owens, Dover, NJ; Adam Schneider, DDS, Gaithersburg; Michael Stern, DDS, Gaithersburg; St. Paul's Place, Baltimore; and Target, Frederick Road, Germantown.

## Business Associates & Partners

The City of Gaithersburg

CAMP, Inc.

The Family Services Agency, Inc.

Global Nutrition Network, Inc.

L. Hayes and Associates, Inc.

Montgomery County Collaboration Council for Children, Youth, and Families (a Local Management Board)

Montgomery County Department of Health and Human Services; and, Public Schools – Kids First Alliance

Mosaic Community Services, Inc.

Mountain Manor Substance Abuse Treatment

Prince George's County Department of Family Services, Mental Health and Disabilities Administration; and, Health Department Division of Addictions

SBK Consulting

State of Maryland Departments of: Education; Health and Mental Hygiene; Human Resources; and, Juvenile Services

United States Department of Housing and Urban Development

YMCA's – Druid Hill and Potomac Overlook

***GUIDE Program, Inc. is a member of or participant in the following organizations:***

Center for Nonprofit Advancement

Chambers of Commerce: Gaithersburg/Germantown; and, Prince George's County

Community Behavioral Health Association of Maryland

Dorchester Community Association

Forrest Park High School Improvement Team

Gaithersburg Judy Center Steering Committee and Mental Health Task Force

Gaithersburg Coalition of Providers

Human Services Coalition of Prince George's County

Kids First Alliance Leadership Council

Latin American Advisory Committee to the Montgomery County Executive

Local Independent Charities of America

Maryland Association of Nonprofit Organizations

Maryland Association of Resources for Families and Youth

Maryland Association of Youth Service Bureaus

Montgomery County Collaboration Council Youth Development Workgroup

Montgomery County Juvenile Justice Commission

Network of Youth Service Centers of Montgomery County

Olney Neighborhood Network

School-Community Upcounty Partnership (Montgomery County)

United Way of the National Capital Area

Upcounty Latino Network (Montgomery County)



-A comment about the *Hands of GUIDE Teamwork* on front cover-

***"The purpose of a team is to make the strengths of each person effective, and his or her weaknesses irrelevant."***  
Peter F. Drucker

***Board of Directors***

Ms. Maureen Mann-Ritz of Hyattsville, MD  
Chairperson of the Board  
High School Guidance Chair

Dr. Danielle LaSure-Bryant of Ft. Washington, MD  
College Director of Clinical Education

Mr. Andrew Rhabb of Hyattsville, MD  
Senior Analyst & Credit Manager

Dr. Wolfgang Riedel of Gaithersburg, MD  
Clinical Psychologist

Ms. Marie Schram of Bethesda, MD  
Director of Human Resources

Dr. Adona Wimberly of Columbia, MD  
University Assistant Professor

***Officers***

Mr. Scott Birdsong, LCSW-C of Laurel, MD  
Executive Director and President

Ms. Karla Hoffman, MA of Union Bridge, MD  
Director of Operations for Prevention, Intervention, and Treatment Programs; and, Vice President

Mr. Michael Jones, LCPC of Silver Spring, MD  
Director of Operations for Residential and Mental Health Programs; and, Secretary

Ms. Swati Shah, CPA of Elkridge, MD  
Director of Accounting and Finance; and, Treasurer

***Emeritus Director & Emeritus Officers***

Dr. Jewel Lozes of Arnold, MD  
Deputy Executive Director Emeritus

Dr. Edward Stefic of Silver Spring, MD  
Board Member Emeritus

Dr. Richard Wunderlich of Arnold, MD  
Executive Director Emeritus and Founder

***Area Directors***

Ms. Monica Martin, LCSW-C  
School & Community-Based Mental Health & Social Services

Ms. Stefanie Rupertus, LCPC  
Adult Mental Health Programs

***Program Directors & Managers***

E. Afework, Director, Therapeutic Group Home, Oak Lane

A. Aleem, LCSW-C, Manager, Family Intervention Specialists

G. Bell, Director, Catonsville Structured Shelter

K. Black, MA, Director, Psychiatric Rehabilitation Services

J. Carberry, LGSW, Director, Therapeutic Grp Hm, Barrington Rd

M. Crosby, LCSW-C, Director, YSC Community-Based Services

C. Cabbage, LCSW-C, Director, SHARP Programs

L. Epp, LCPC, Director, YSC School-Based Mental Health Services

J. Gipson, MA, Manager, Human Resources

G. Gutierrez, Director, YSC School-Based Social Services

L. Harvey, LCPC, Director, Transitional Age Youth Program

R. Mistry, LCPC, Director, Intensive Intervention Services

A. Weaver, LCSW-C, Rehabilitation Director

W. Wilson, Director, Residential Rehabilitation Services

Editors: Susan Kleinberg, Sarah Smee